



# PETERS TOWNSHIP SANITARY AUTHORITY

111 Bell Drive, McMurray, PA 15317  
PHONE 724.941.6709 FAX 724.941.2283

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## AGENDA

### REGULAR MEETING

June 14, 2017

#### ROLL CALL:

**REVIEW OF MINUTES FOR APPROVAL:** Minutes of May 10, 2017

#### VISITORS:

1. Scott Crosswell and Rulison Evans, GHD, Inc., update on the DC Replacement Project

#### SOLICITOR'S REPORT:

#### ENGINEER'S REPORT:

#### MANAGER'S REPORT:

#### OPERATIONS MANAGER'S REPORT:

#### SPECIAL PROJECTS MANAGER REPORT:

#### CORRESPONDENCE FOR THE BOARD'S INFORMATION:

#### FINANCIAL CONTROLLER'S REPORT:

**FINANCIAL STATEMENT REVIEW:** Month ending May 31, 2017

#### PAYMENT OF BILLS & REQUISITIONS:

#### OTHER BUSINESS:

1. Acceptance of proposed sewage flows from Brookwood Village of 8000 GPD (20 EDU's)
2. Acceptance of proposed sewage flows from the Justabout Farms of 22,000 GPD (55 EDU's)
3. Enter into Developer's Agreement with Crossings Development for Sherwood Pond pending receipt of financial securities
4. Approve HRG Engineering, Inc., Service Order for Justabout Farms
5. Approve HRG Engineering, Inc., Service Order for Robinson Residence
6. Execute Cooperation Agreement for the Donaldson's Crossroads Interceptor Replacement Project, LSA Grant with the Redevelopment Authority of the County of Washington
7. Approve HRG Engineering, Inc. Service Order for Hidden Brook

#### ADJOURNMENT:



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## REGULAR MEETING

June 14, 2017

The regularly scheduled meeting of the Peters Township Sanitary Authority was called to order at 7:00 p.m. by the Vice-Chairman. Board members present were David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri. Also present were Romel L. Nicholas, Solicitor, Enoch E. Jenkins, Manager, Mark A. Chucuddy, Operations Manager and Patricia Mowry, Financial Controller. Absent from the meeting were Eric S. Grimm and Michael P. Crall.

### APPROVAL OF MINUTES:

Motion: To approve the minutes of the May 10, 2017 Board Meeting.

Moved by Mr. Silvestri, Seconded by Mrs. Kaminsky

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

### VISTOR:

1. Scott Crosswell and Rulison Evans, GHD, Inc..

Re: Donaldson's Crossroads Treatment Plant Replacement Project status update.

Mr. Crosswell presented a summary of the construction status of the Donaldson's Crossroads Treatment Plant Replacement project. The topics included; projects challenges, features of the construction, benefits summary of the design, construction status, and project cost. The main project challenge has been the site constraints of the project site. The garage and dewatering facility is currently under re-design. Overall, the project is on schedule and within budget. There was a detailed discussion regarding future change orders, which included the addition of the dewatering facility. The pilot program for the dewatering equipment being evaluated is scheduled to occur late in July 2017.

Mr. Croswell presented a memo detailing GHD's construction services budget, and requested a budget increase. The increase included \$5,000 for coordination with new manager, \$2,000 related to electrical evaluations request by Management, and \$23,000 was itemized in their memo. The majority of the additional cost was related to time expended from the previous Manager's requests and the requested extra meeting that was held late 2016. Management recommended approval of a \$30,000 increase.

Motion: To approve. GHD's revised Service Order for the DC WPCP Replacement Project Construction Engineering for a lump sum increase of \$30,000.

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri,

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Mr. Crosswell and Mr. Evans departed the meeting.

### SOLICITOR'S REPORT: Copy on File.

Mr. Nicholas reported he will continue to provide assistance to Mr. Jenkins relative to ALCOSAN consent order for the Marella Manor service area.

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Enoch E. Jenkins, Manager

Patricia L. Mowry, Financial Controller

Mark A. Chucuddy, Operation Manager

Donna L. LaManna, Billing Specialist

Gary A. Parks, Special Projects Manager

Diane L. Gregor, Administrative Assistant

**ENGINEER'S REPORT:** Copy on file.

Mr. Hanley reported the status of the Hidden Brook emergency repair project. Mr. Hanley presented a revised engineering proposal utilizing the recommendations of the May 4, 2017 evaluations letter and the Board selected Option 2, which includes the construction of a pump station and the realignment of the downstream collector sewers to remediate the issue surrounding the failed sewer segments within the Hidden Brook development. Mr. Hanley is in the process of coordinated a meeting with the PaDEP in order to establish any construction concerns or conflicts. Management recommended approval of the presented revised service order.

Motion: To approve. HRG's revised Service Order .0428 for the Hidden Brook Sanitary Sewer emergency repair, for a lump sum fee of \$38,800 for design, permitting, and bidding, and a not to exceed amount of \$34,050, for preliminary services, geotechnical engineering, property negotiations, easements, and acquisitions.

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri,

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Mr. Hanley reported the status of the DC WPCP Interceptor Improvements project. Mr. Hanley presented an overview of the KLH's Giant Oaks interceptor design, and then presented several substantial recommended design changes, which will result in construction cost savings, a decrease the depths of the inceptor in several areas, and the preservation of landscaping and trees. Mr. Hanley reported the final alignment changes were made to the Oakwood Road inceptor design to reflect residents' concerns. Mr. Hanley and Management recommended due to all the alignment and slope changes, and sewer connectivity the Hydraulic model should be modified to incorporate to determine appropriate pipe sizing. Mr. Hanley reported the PENNVEST/ PaDEP consultation meeting for project financing is scheduled for June 28, 2017. Mr. Hanley presented a revised service order request for this project. Management recommended approval of the revised service order.

Motion: To approve. HRG's revised Service Order .0429 for the DC WPCP Interceptor Improvements project for a lump sum fee of \$61,300 for design and permitting, which includes the hydraulic model supplement for both interceptors, and a not to exceed amount of \$12,500, for miscellaneous additional services, PENNVEST and related financial services.

Moved by, Mr. Silvestri, Seconded by Mrs. Kaminsky

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Mr. Hanley reported the status of the Meredith Drive sewer extension, emergency project. The Authority's portion of the project was completed this month by Stewart Contracting, and inspected by Authority staff. The Township's Contractor constructed their building sewer, and it was observed by HRG's inspector. HRG will be preparing the required easement for a future extension that would serve four homes along Frobe Road. Ms. Mowry reported the Township will be reimbursing the Authority for the construction observation services, and recommended an increase to HRG's service order to provide for the total time expended. .

Motion: To approve HRG's revised Service Order.0430 for the Meredith Drive sewer extension for an increase of \$950 for construction observation for a total not to exceed amount of \$3,450, and a lump sum fee of \$2,200 for easement plat preparation.

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri,

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

**MANAGER'S REPORT:** Copy on file.

Mr. Jenkin's indicated he has established contact with GHD regarding the Donaldson's Crossroads Treatment Plant Replacement Project, and he will be assuming responsibility for the project. GHD provided a site tour and an overview of the design and construction. Specific issues discussed were the demolition of the existing plant tankage, and proposed dewatering facility. A site tour is scheduled for June 19, 2017 to evaluate another brand of dewatering equipment.

Mr. Jenkin's reported Mr. Parks, the Special Projects Manager, will be on a temporary leave due to medical issues. Mr. Jenkin's will be assuming the dye testing responsibilities until his return.

Mr. Jenkin's reported the Primrose development construction meeting was held on May 31, 2017. The Developer's Agreement will be executed after the Developer takes ownership of the property. The property closing is tentatively scheduled for June 2, 2017. All financial securities have been received. HRG will be providing the construction phase services.

Mr. Jenkin's reported he had reached out to the PaDEP regarding the Hidden Brook emergency repair project. Mr. Jenkin's will continue to coordinate with Mr. Hanley, Mr. Nicholas, and the PaDEP to get this project designed and constructed.

**OPERATIONS MANAGER'S REPORT:** Copy on File.

Mr. Chucuddy reported the developer completed the application for review and paid the application fee for Brookwood Village: The development is a six acre parcel being developed for 20 patio homes. Mr. Chucuddy recommended acceptance of the proposed sewage flows of 8000 GPD (20 EDUs). This is tributary to our Brush Run WPCP and is eligible for planning exemption. HRG will be providing the construction phase services.

Motion: To accept the proposed sewage flows of 8000 GPD (20 EDUs) for Brookwood Village development.

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri,

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Mr. Chucuddy reported the status of the Sherwood Pond (54 lot development). The sewage facilities planning was approved, as well as the sewer construction plans. Mr. Chucuddy recommended entering into the developer's construction agreement contingent upon delivery of the financial securities, escrow deposit, and the digital file of the sewer design. Mr. Nicholas reviewed the agreement.

Motion: To enter into the Developer's Construction Agreement with Crossings Development LLC for the Sherwood Pond Development, contingent upon delivery of the financial securities, escrow deposit, and the digital file of the sewer design.

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri,

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Mr. Chucuddy reported the developer completed the application for review and paid the application fee for Justabout Farms: The development is a 55 lot subdivision along Justabout Road opposite Tuscan Estates. Mr. Chucuddy recommended acceptance of the proposed sewage flows of 22,000 GPD (55 EDUs). This is tributary to our Brush Run WPCP and is eligible for planning exemption. Mr. Chucuddy recommended approval of HRG's proposal to provide the construction phase services.

Motion: To accept the proposed sewage flows of 22,000 GPD (55 EDUs) for Justabout Farms development.  
Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri,  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Motion: To approve HRG's Service Order Justabout Farms Development for the following not to exceed amounts; design review, \$2,500, construction administration \$3,500, inspection observation \$24,500, as-built drawings \$3,500.  
Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Mr. Chucuddy reported the developer completed the application for review and paid the application fee for: Robinson Residence Development. This is an existing lot located across the stream from Brookview Villas. The developer is proposing a public sewer extension across the stream that could potentially serve additional property in the vicinity. Mr. Chucuddy recommended approval of HRG's proposal to provide the construction phase services.

Motion: To approve HRG's Service Order for Robinson Residence Development for the following not to exceed amounts; design review, \$300, construction administration \$600, inspection observation \$2,700, as-built drawings \$800.  
Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Mr. Chucuddy reported the developer completed the application for review and paid the application fee for Brookwood Place: The development is a 5.32 acre parcel being developed for 30 townhomes. Mr. Chucuddy recommended acceptance of the proposed sewage flows of 15,200 GPD (38 EDUs). This is tributary to our Brush Run WPCP and is eligible for planning exemption. Mr. Chucuddy recommended approval of HRG's proposal to provide the construction phase services.

Motion: To accept the proposed sewage flows of 15,200 GPD (38 EDUs) for Brookwood Place Development.  
Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri,  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Motion: To approve HRG's Service Order for Brookwood Place Development for the following not to exceed amounts; design review, \$1,600, construction administration \$2,200, inspection observation \$16,500, as-built drawings \$2,500.  
Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

**SPECIAL PROJECTS MANAGER'S REPORT:** Copy on File

**CORRESPONDENCE FOR THE BOARD'S INFORMATION:** Copy on File

**FINANCIAL CONTROLLER'S REPORT:**

Ms. Mowry reported CFS Bank provided new signatures cards to authorize Mr. Jenkins, Ms. Mowry, and Mr. Silvestri. CFS Bank requested a motion to memorialize authorization.

Motion: To Motion to authorize changes to the bank account and to authorize Enoch Jenkins, Patricia Mowry, and Michael Silvestri as signers for all the Authority's bank accounts.

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Ms. Mowry reported the LSA grant agreement was received for the \$300,000 grant for the DC WPCP Interceptor Improvements project. Ms. Mowry recommended execution of the agreement.

Motion: To enter into the agreement with the Redevelopment Authority of the County of Washington for the Local Share grant award of \$300,000 for the DC WPCP Interceptor Improvements project.

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Ms. Mowry reported the status of the Donaldson's Crossroads Treatment Plant Replacement Project based upon GHD's monthly progress report No. 16 as distributed.

Ms. Mowry recommended approval of GHD's invoice as listed on the capital requisition for construction phase services. GHD recommended approval of the pay applications as submitted by the Contractor's and as listed on the PV loan summary.

**FINANCIAL STATEMENT REVIEW:** Month ending May 31, 2017.

**PAYMENT OF BILLS & REQUISITIONS:** Copy on File

Motion: To approve disbursements in the amount of \$843,526.03 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri,

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

<b>Fund</b>	<b>Disbursement</b>	<b>Total</b>
Operating	Checks: 2842 through 2943	\$82,417.13
Payroll	Transfer from Operating to Payroll fund	\$75,000.00
CFS Bank Loan	Valley View Sewer Ext.	\$4,438.13
Developer Fund	Reimbursement Operating Fund	\$166.06
Developer Fund	Check. No. 1007 - 1008	\$15,020.46
CFS Capital Improvement Fund	Requisition 2017-5	\$72,166.52
Zion Bank Construction Fund	Requisition	\$0.00

2016 PV- Construction Fund		\$592,117.80
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment	\$2,199.93

**OTHER BUSINESS:**

Motion: To adjourn the Board Meeting at 8:35 p.m.

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri,

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: David G. Blazek, Rebecca W. Kaminsky, and Michael A. Silvestri

Respectfully Submitted,

Patricia Mowry

**MOTIONS SUMMARY**

<b>MOTION NO.</b>	<b>MOVED</b>	<b>SECOND</b>	<b>MOTION SUMMARY TABLE</b>	<b>VOTE</b>
1	Silvestri	Kaminsky	Approve meeting minutes of May 10, 2017	Approved
2	Kaminsky	Silvestri	Approve GHD's revised service order for lump sum of \$30,000	Approved
3	Kaminsky	Silvestri	Approve HRG's revised Service Order for Hidden Brook emergency repair for a lump sum \$38,800 for design, permitting, and bidding, and NTE of \$34,050 for preliminary, geotechnical, and property related items	Approved
4	Silvestri	Kaminsky	Approve HRG's revised Service Order for DC WPCP Interceptor Improvements project for a lump sum \$61,300 for design and permitting, and NTE of \$12,500 for miscellaneous and financial related services	Approved
5	Kaminsky	Silvestri	Approve HRG's revised Service Order for Meredith Drive sewer extension for observation services for a NTE of \$3,450, and a lump sum of \$ 2,200 for easement plats.	Approved
6	Kaminsky	Silvestri	Acceptance of the sewage flows of 8000gpd (20 EDU) for the Brookwood Village	Approved
7	Kaminsky	Silvestri	Approve the Developer's Agreement for the Sherwood Pond with Crossings Development contingent upon receiving all the financial securities and insurance certification	Approved
8	Kaminsky	Silvestri	Acceptance of the sewage flows of 22,000gpd (55 EDU) for the Justabout Farms	Approved
9	Kaminsky	Silvestri	Approve HRG's Service Order for Justabout Farms for the following not to exceed amounts; design review \$2,500, construction administration \$3,500, inspection observation \$24,500, as-built drawings \$3,500	Approved
10	Kaminsky	Silvestri	Approve HRG's Service Order for Robinson Residence for the following not to exceed amounts; design review \$300, construction administration	Approved



			\$600, inspection observation \$2,700, as-built drawings \$800	
11	Kaminsky	Silvestri	Acceptance of the sewage flows of 15,200gpd (38 EDU) for the Brookwood Place	Approved
12	Kaminsky	Silvestri	Approve HRG's Service Order for Brookwood Place for the following not to exceed amounts; design review \$1,600, construction administration \$2,200, inspection observation \$16,500, as-built drawings \$2,500	Approved
13	Kaminsky	Silvestri	Authorization to add Mr. Jenkins, Ms. Mowry, and Mr. Silvestri as signatures on the checking accounts.	Approved
14	Kaminsky	Silvestri	Enter into grant agreement with Redevelopment Authority for the \$300,000 award for the DC WPCP Sewer interceptor improvement project	Approved
15	Kaminsky	Silvestri	Approve disbursements in the amount of \$843,526.03	Approved
16	Kaminsky	Silvestri	Adjourn the Meeting at 8:35 p.m.	Approved